



Minutes of the Mandatory Site Meeting

**Request for Proposals ES-24-04
Cell Two Grubbing and Grinding - FBRL**

**Thursday, March 14, 2024
1:30 p.m. at the Foothills Boulevard Regional Landfill**

Staff Present:

Darwin Paton, Environmental Services Technologist
Janet Todoruk, Environmental Services Assistant

Companies Present:

Twin Rivers Development
AB Contracting
Drake Resources
Roga Group
Freya Logging

Introduction and sign in sheet completed

Meeting started at 1:30 p.m.

Brief review of the RFP in main parking lot
Regional Districts goal is to have all fiber removed off site.

Question: Can the stumps be ground for composting

Answer: No they can not, we prefer that they are taken off site, if in some cases it's absolutely necessary we can discuss further at the time. Any regrinding will be at the contractor's expense.

Operational Hours: The project will operate within the current landfill hours only.

We currently do not have a number of stumps per hectare.

Question: After the stumps are removed – does the grubbing need to be taken off site as well?

Answer: Yes, the goal is to remove all organic material from site.

Drove up to the first area, (current borrow pit), for a view from the south side of the project work area.

- the visual area is approximately 19 hectares
- gully in the foreground and westward has been logged in 2012 – will have stumps, which are partially rotten no stumps were removed at the time
- Newly logged area – is approximately 9.1 hectares and is the northern half of the area to be cleared, from the gas plant to the fence on the western end of the site.
- all organics must be removed as the next phase of the Cell Two development project will incorporate the moving of the dirt to make a base for the future landfill
- there are multiple trails across the site providing plenty of access to the area
- when the logging was completed the larger organic debris was moved to certain landings and accessible areas to enable grinders to come in a get started while other equipment start clearing the land
- most of the gullies are rounded and dry on the bottom allowing for ease of moving equipment to various areas of the site

Discussion regarding the depth of the layer to be removed

- after the removal of all loose organic matter,
- the surface area must be taken down to the dirt
- **for the purpose of determining unit area the depth for GRUBBING will be**
 - 30 cm or bare dirt
 - If there are organics left you must prove you have gone down to 30cm

Operational constraints

- You will need to figure out how to remove the organics from the side slopes which occur throughout the site.

Question: Has a survey ever been completed?

Answer: The Regional District will provide a contour map of the area, keep in mind it shows the area prior to the most recent logging. (see attached to these notes)

Question: Can we put trails in for equipment access?

Answer: Yes, you can put trails in, you can do what ever it takes to get down to the dirt.

Drove to the 2nd area, (Eastern log dump next to compost area), to view the entire Cell Two – Walked to the eastern kettle then up along the northern ridge

- The recent logged area was originally 9.1 hectares, of which approximately 6 ½ hectares are on the top plateau
- In relation to the slopes the bottom of the kettle is approximately 27 meters below the elevation of the metal pile
- Entire perimeter area has very good vehicle access along with equipment access points within the work area

Question: If we get back to our office and think of something we missed, can we come back to the site?

Answer: No site access after this meeting, instructed to take photos and ask questions while we are here.

Question: Fire Suppression expectations

Answer: **Fire suppression requirements are outlined within the RFP.** Safety Meetings are required every morning; RD representative will be on site periodically for the meetings and all meetings must be recorded.

Question: What if the suppliers don't want the grubbing?

Answer: The goal is to remove all organic material from site.

GRINDING: Review Page 12 of the RFP, under Purpose and Scope of Work.

GRUBBING: Agreed upon depth 30 cm or bare dirt.

March 21 at 5:00 pm is the last day for questions

- All questions must come in by email, not by phone
- Everyone that submits an Acknowledgement Letter will receive notice of the Addendums

Contract will be awarded at Board on April 18, 2024

Project to start May 6 through to July 5, 2024

- May be able to start sooner upon award by Regional Board.

Financials:

- The RFP is asking for a lump sum
- The only unit price would be the 30cm which will be worked into your lump sum
- Price for the removal of 100% of all stumps and organics

Addendum No. 1 will be coming out with the following:

- Whether or not the organic mat can stay after removal of the stumps in the area beyond phase one of Cell Two development
- Working on weekends within the operating hours of the landfill
- Offsite grinding, can a Contractor remove the organics of site to grind?
- Payment information and Frequency
 - Monthly upon receipt of invoice
 - Must have the % of work completed on the invoice along with all pertinent details.

Contour Map attached – take a look at the Northwest corner of this area as it will not be marked on the map

Meeting Adjourned 2:45 p.m.

